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2011-12 UNOPA Executive Board Minutes, Jaunary

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Minutes of the
UNOPA EXECUTIVE BOARD MEETING
Tuesday, January 4, 2011, 3:00 PM – 5:00 PM
Jackie Gaughan Multicultural Center

President, Mari Greer, called the meeting to order at 3:00 pm.

Roll Call was taken by Jaime Long, Corresponding Secretary.

MEMBERS PRESENT: Mari Greer, Donna Boone, Cathy Robertson, Jaime Long, Marlee Crombie, Tonda Humphress, Mary Guest, Pat DeStefano, Jan Wassenberg, LaRita Lang, Beth Zager, Deb Rosenau, Marcy Tintera and Edie Schleiger

MEMBERS ABSENT: Peg Johnson, Barb Homer, Mary Klucas, Jan Edwards, Susan Thomas, Shelly Green, and Gretchen Walker,

AD-HOC MEMBERS PRESENT: none

AD-HOC MEMBERS ABSENT: Kathy Bennetch and Cindy Knight

APPROVAL OF BOARD MEETING MINUTES FROM DECEMBER 7, 2010 MEETING:

The minutes from the December 7, 2010 Board meeting were e-mailed to the Board. *The minutes were approved as corrected.*

APPROVAL OF TREASURER'S REPORT:

Marlee Crombie presented the November Treasurer's report. *The treasurer's report will be sent to the membership for approval at the membership meeting next week.*

OFFICER/COMMITTEE REPORTS GIVEN:

PRESIDENT: MARI GREER

No Report

PRESIDENT ELECT: DONNA BOONE

No Report

RECORDING SECRETARY: CATHY ROBERTSON

No Report

CORRESPONDING SECRETARY: JAIME LONG

Two cards were sent out this month: one for baby congratulations and one for retirement. We are still waiting to get an address to send a sympathy card for Rose Frolik. Mari Greer reported flowers were sent on behalf of UNOPA for Rose Frolik's funeral.

Giving Tree presents were delivered to City Impact and Guidance after our December meeting.

TREASURER: MARLEE CROMBIE

The deposit for the December luncheon will show up on the January treasurer's report. Marlee will forward a check to the University of Nebraska Foundation for proceeds from the quilt raffle to benefit the Bradley Munn Professional Growth Fund. The deposit for the January membership meeting has been paid to the Wick Alumni Center.

PAST PRESIDENT: PEG JOHNSON

Absent. Mari Greer will be asking Peg for assistance in contacting the University of Nebraska Foundation staff to determine account needs for the Nebraska Home Sales Professional Development Scholarship.

AWARDS: BARB HOMER

Edie Schleiger reported for Barb that the stipend requests have been made for the Floyd S. Oldt award winners. A press release has been submitted to THE SCARLET announcing the Floyd S. Oldt winners. In the January UNOPA NOTES, nominees will be solicited for the Rose Frolik Award which will be presented at the April membership meeting.

Mari Greer asked if we have updated the UNOPA website with the Floyd S. Oldt winners. Deb Rosenau will check with Barb Homer and make sure the winners are posted on our website.

BYLAWS: MARY KLUCAS

Absent. No Report.

CAREER DEVELOPMENT: TONDA HUMPHRESS

The committee will be focusing now on the Spring Workshop, which will be in late March or early April. To raise money for the workshop, baskets will be raffled. The committee will put one basket together. The committee asked the Board if they would contribute a basket. The consensus was that the Board will contribute a basket with a cooking theme. Board members are asked to bring their items to the March Board meeting.

CAREER DEVELOPMENT/PSP: MARY GUEST

The next PSP Brown Bag workshop will be held on Thursday February 17 in the East Campus Union from 12- 1 pm, as long as a room is available.

COMMUNICATION TECHNOLOGY: DEB ROSENAU

A question was raised to Deb on listing the themes for the past presidents on the 'President's Page' on the UNOPA website. A consensus of the board is that it would be nice to have the theme information listed. An e-mail could be sent to past presidents who are current members requesting their theme. If the past presidents are not available via e-mail, the theme should be included in the UNOPA NOTES or membership meeting minutes from their installation. The information could be added at Deb's convenience.

EMPLOYEE CONCERNS: JAN EDWARDS AND MARCY TINTERA

Jan Edwards - Absent. No Report from Marcy

HOSPITALITY: PAT DESTEFANO AND SUSAN THOMAS

Susan Thomas - Absent. Pat reported the membership meeting is set for the Wick Alumni Center next week. There have been some comments from members regarding the requirement to purchase a meal if they want to attend the meeting. The meal policy is that of the Wick Alumni Center, not UNOPA, and was the same we dealt with at Valentinos. We only have this issue a couple of times of year as we try to hold meetings on both campuses and run into space availability problems. The hope is that members will understand the constraints of setting up the monthly meetings.

MEMBERSHIP: JAN WASSENBERG

Current membership is at 140. Jan and Mari Greer have reviewed the membership records and report the following breakdown: 110 Active, 20 Honorary, 5 Associate, 3 Retired, and 2 Lifetime. The numbers are still down from last year. Mary Guest was concerned with the drop in membership which reflects what is also happening on the state and national level. Mary Guest asked if we could follow-up with

those members who did not renew. It would be important to determine who we are losing and why. Are we not meeting members' needs in certain areas? Are we not attracting new members? Jan will contact those individuals who did not renew their membership this year.

MENTORING: LARITA LANG

The Brown Bag seminar is set for February 24 at the City Campus Union from 11:45 am – 1:00 pm. Angela White, from the University of Nebraska Federal Credit Union, will speak on 'Steps to Financial Freedom'.

Donna Boone thanked LaRita for her article in UNOPA NOTES highlighting the new members.

NOMINATING: BETH ZAGER

Letters will be sent to the membership soliciting nominations for the 2011-2012 Board of Directors. It was determined that the LISTSERV will be used to send the letter, with hard copies sent to those for whom we don't have a current e-mail.

OUTREACH: SHELLY GREEN

No Report. Any ideas for the summer social can be forwarded to Shelly.

PROGRAM: DONNA BOONE

The January membership meeting will feature Michelle Waite and Ron Withem, who will provide a Legislative Update. The January meeting will be held in conjunction with UAAD and will be held at the Wick Alumni Center. The theme for the February membership meeting is Technology. Heath Tuttle, from Information Services, will discuss the different types of technology that the University deals with in classrooms and offices. The March membership meeting theme is still being finalized. Suggestions were given to Donna for the March meeting speaker. The April membership meeting will feature a tribute to Rose Frolik.

UNOPA NOTES: GRETCHEN WALKER

Absent. Mari Greer reported the deadline for articles/information to be included in the February issue is January 14. Gretchen asked that the Board look at past UNOPA NOTES issues to see if there were any issues we would like to submit for state/national competition. If no other issue is picked, Gretchen will use the March issue as our submission.

Mary Guest indicated we should include more information on the state and national as the judging criteria includes both as part of what they look for in the submission. Mari Greer will ask Gretchen to add information from the NES CONNECTOR on the national conference, the NEOPA state spring conference, and a tribute to Rose Frolik as a prelude to the annual Rose Frolik Award.

WAYS AND MEANS: OPEN

Mari Greer reported there is no new news regarding whether or not we will be able to continue selling the parking lot during football games. Mari will follow up with Dan Carpenter. Mari will also follow-up on getting our payment from Parking Services for the fall 2010 football season.

Cathy Robertson shared information on the possibility of working concession stands at Husker football games. We would need to provide 8-10 people to work each game. The shift starts 2-1/2 hours before kickoff and averages around 6 hours. Payment is \$375 per game. The consensus of the Board was to put our name on the list to get a stand assignment when one becomes available. We can always say no if we don't think we can get enough members to commit to working each game. While the money is not nearly what we make on the parking lot fundraiser, it was the consensus it would at least be a viable alternative to consider should we lose the parking lot. Cathy will contact Athletic Marketing to put our name on the waiting list.

AD-HOC COMMITTEE REPORTS

DIGITAL COMMONS: KATHY BENNETCH

Absent. No Report.

FINANCE FUND: CINDY KNIGHT

Absent. No Report.

UNFINISHED BUSINESS

Nebraska Home Sales Scholarship

Mari Greer reported she was having difficulty getting the University of Nebraska Foundation to return her calls regarding the set-up of an account. Nebraska Home Sales has not yet responded on the guidelines we sent to them.

NEW BUSINESS:

Mari Greer shared that UNOPA had approximately 13 members attend Rose Frolik's funeral.

Deb Rosenau asked the Board how long we should keep Board meeting and membership meeting minutes on the website. It was determined we should keep minutes on our website as long as possible as it is much harder to research if we have to rely on hard copy. Deb will post the current year plus the past two years and have prior years' minutes in the archive file which can be linked to from the website. Once the digital common transition has been completed, the issue can be re-addressed.

NAOEP sent our Certificate of Affiliation.

The next meeting of the UNOPA Executive Board will be held on February 1, 2011 at 3:00 p.m. at 202 Mussehl Hall, East Campus.

Meeting adjourned at 4:30 PM

Respectfully Submitted,

Cathy Robertson, Recording Secretary